

Baraboo Community Development Authority
Minutes of the Executive Committee
Tuesday, April 2, 2019

The meeting was called to order by Chairperson Wastlund at 6:00 P.M. in Room 205, Baraboo Municipal Building, 101 South Blvd., Baraboo, WI 53913

1. Roll Call

Present: Wastlund, Fordham, Koehler
Absent: None
Other CDA members present: Bobholz
Staff: Patrick Cannon

2. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

3. Approval of Agenda

A motion was made to approve the Agenda as presented.

Fordham (1); Koehler (2)

Aye: All via voice vote

4. Approval of Minutes

February 21, 2019

A motion to approve the minutes as presented

Fordham (1); Koehler (2)

Aye: All via voice vote

5. Public Comment

No one from the public wished to speak.

6. Old Business

A. Building progress update

Staff gave a brief update on outstanding items related to the construction project.

7. New Business

A. Consideration and discussion of Payment Request to Baker Tilly for the Public Safety-City Hall facility in the amount of \$1,019.00

Staff reported that the invoice is regarding the required single audit.

After careful review, the committee moved to approve the Pay Request for Baker Tilly in the amount of \$1,019.00.

Motion: To approve the Pay Request for Baker Tilly in the amount of \$1,019.00.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

B. Consideration and discussion of Resident Storage Policy

Staff provided a draft policy regarding Storage in both the common basement area as well as in each apartment. The intent of the policy is to create guidelines to accommodate the safety and security of each person.

The Committee reviewed the draft policy and indicated they would like to see several adjustments. The policy seemed to address both the common areas as well as the individual apartments. The Committee felt that this needed to be separated.

Based upon the comments and questions, staff was directed to adjust the policy and schedule a further review for an upcoming meeting. No other action was taken.

C. Consideration discussion of a Laundry Equipment and Room Use Policy

Staff noted that the draft policy is intended to provide direction on proper use and user responsibilities with the equipment and use of the facility.

After careful review, the Committee members had several comments and questions regarding the draft policy. They provided their thoughts and suggestions to staff.

Based upon the comments and questions, staff was directed to adjust the policy and schedule a further review for an upcoming meeting. No other action was taken.

8. Board Member Comments

No additional comments were made at this time

9. Adjournment

A motion was made to adjourn the meeting at 6:51 P.M.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder